## BY08 Capital Asset Plan and Business Case Summary Exhibit 300

#### PART I: SUMMARY INFORMATION AND JUSTIFICATION

In Part I, complete Sections A. B, C, and D for all capital assets (IT and non-IT). Complete Sections E and F for IT capital assets.

#### **Section A: Overview (All Capital Assets)**

The following series of questions are to be completed for all investments to help OMB to identify which agency and bureau is responsible for managing each capital asset, which OMB MAX budget account funds the project, the kind of the project, who to contact with questions about the information provided in the exhibit 300, and whether or not it is an IT or a non-IT capital asset.

(1) Date of Submission:	2006-09-11-04:(
(2) Agency:	202
(3) Bureau:	00
(4) Name of this Capital Asset:	Automated Personal Property Management System (APPMS)
(250 Character Max)	
(5) Unique ID (Unique Project Identifier):	202-00-01-02-01-1011-00
Format xxx-xx-xx-xx-xx-xx-(For IT investments only, see so	ection <u>53</u> . For all other, use agency ID system.)
(6) What kind of investment will this be in FY2008?	Operations and Maintenance
(7) What was the first budget year this investment was submitted to OMB?	FY2004

(8) Provide a brief summary and justification for this investment, including a brief description of how this

closes a gap in part or in whole an identified agency performance gap: (2500 Char Max)

The Automated Personal Property Management System (APPMS) supports the Corps missions by tracking and managing a number of diverse personal property assets ranging from dredges to office furniture. APPMS is designed to provide enterprise life cycle asset management for the Corps Personal Property and interfaces with the Corps of Engineers Finance Management System (CEFMS) for management of all Personal property capital assets owned or leased by USACE. The Automated Personal Property Management System (APPMS) provides automated support for the authorization, acquisition, inventory, and disposal processes associated with personal property management. APPMS is a web-enabled application that interfaces with other Corps of Engineer systems such as: the Vehicle Information Management System (VIMS) and the Corps of Engineers Financial Management System (CEFMS). APPMS supports the production of hand receipts; sub-receipt documents, and provides the capability to electronically sign receiving reports. APPMS also provides a wide range of management information for use by logisticians and financial personnel at all levels. APPMS provides visibility and control of over \$1.8 billion in personal property and oversight of approximately \$500 million in acquisition of expendable assets each year. APPMS is fully deployed across the Corps. Currently, the Corps is investigating how the Army's Property Book Unit Supply - Enhanced (PBUSE) can meet our needs.

(9) Did the Agency's Executive/Investment Committee approve this request?	yes
a. If "yes," what was the date of this approval?	2006-06-26-04:00
(10) Did the Project Manager review this Exhibit?	yes
(11) Contact Information of Project Manager?	
Name:	
Phone Number:	
E-Mail:	
(a) Will this investment include electronic assets (including computers)?	no
(b) Is this investment for new construction or major retrofit of a Federal building facility? (answer applicable to non-IT assets only)	or no
[1] If "yes," is an ESPC or UESC being used to help fund this investmen	t? no
[2] If "yes," will this investment meet sustainable design principles?	no
[3] If "yes," is it designed to be 30% more energy efficient than relevant of	code? no
(13) Does this investment support one of the PMA initiatives? yes	
If "yes," select all that apply:	
President's Management Agenda (PMA) Initiatives	
Expanded E-Government	

a. Briefly describe how this asset directly supports the identified initiative(s)?

APPMS directly supports PMA Strategy #4 Expanding Electronic Government (E-Government) through adoption of best business practices related to web-based capabilities for inventory tracking and accountability. APPMS is the result of adopting a single personal property accounting system for Corps wide use and supports the E-Government Strategy (4/03) published by OMB that stipulates that controlling IT costs through consolidation of overlapping investments, enterprise solutions, etc., is an area

(14) Does this investment support a program assessed using OMB's no Program Assessment Rating Tool (PART)?						
(a) If "yes," does this investment address a weakness found during a PART review?	no					
(b) If "yes," what is the name of the PARTed program?	not a PARTed program					
(c) If "yes," what rating did the PART receive?	Results Not Demostrated					
(15) Is this investment for information technology	? (see section <u>53</u> for definition)					

If the answer to Question 15 was "Yes," complete questions 16-23 below. If the answer is "No," do not answer questions 16-23.

yes

(16) What is the level of the IT Project (per CIO Council PM Guidance)?	Level 2
(17) What project management qualifications does the Project Manager have? (per CIO Council PM Guidance):	(1) Project manager has been validated as qualified for th
(18) Is this investment identified as "high risk" on the Q4 - FY 2006 agency high risk report (per OMB's 'high risk" memo)?	no
(19) Is this a financial management system?	no
(a) If "yes," does this investment address a FFMIA compliance area?	no
[1] If "yes," which compliance area:	not a financial management system
[2] If "no," what does it address?	
(b) If "yes," please identify the system name(s) and system acronym(s) as reported in the most recent financial systems inventory update required	

(20) What is the (This should to	e percentage breakout al 100%)	for the total FY200	8 funding request f	or the following?
Hardware %:	Software %:	Services %:	Other %:	Total %
0	0	100	0	100
n/o				
n/a (22) Contact int  Name:	Formation of individua	al responsible for pr	ivacy related questi	ons:
(22) Contact in	Formation of individu	al responsible for pr	ivacy related questi	ons:
(22) Contact into Name: Phone		al responsible for pr	ivacy related questi	ons:

### **Section B: Summary of Funding (All Capital Assets)**

(1) Provide the total estimated life-cycle cost for this investment by completing the following table. All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included <u>only</u> in the row designated "Government FTE Cost," and should be **excluded** from the amounts shown for "Planning," "Full Acquisition," and "Operation/Maintenance." The total estimated annual cost of the investment is the sum of costs for "Planning," "Full Acquisition," and "Operation/Maintenance." For Federal buildings

and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.

Table 1: SUMMARY OF SPENDING FOR PROJECT PHASES (REPORTED IN MILLIONS)
All amounts represent Budget Authority (Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)

	PY-1 & Spending Prior to 2006	PY 2006	CY 2007	BY 2008	BY +1 2009	BY+2 2010	BY+3 2011	BY+4 2012 and beyond	Total
Planning	\$0.429	\$0.000	\$0.000						\$0.429
Acquisition	\$0.151	\$0.000	\$0.000						\$0.151
Subtotal Planning & Acquisition	\$0.580	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.580
Operations & Maintenance	\$3.697	\$0.443	\$0.443						\$4.583
TOTAL	\$4.277	\$0.443	\$0.443	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$5.163
Government	FTE Costs sl	nould not be	included in t	he amounts	provided abo	ve.			
Government FTE Costs	\$0.986	\$0.076	\$0.079						\$1.141
Number of FTE represented by cost	1	1	1						3

*Note:* For the cross-agency investments, this table should include all funding (both managing partner and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

(2) Will this project require the agency to hire additional FTE's?	no
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(a) If "yes," How many and in what year?

(3) If the summary of spending has changed from the FY2007 President's budget request, briefly explain those changes.

The projected budget in FY 2009 changed from the FY 2007 request. In FY 2007, funds were requested for only half an operating year for APPMS. In the FY 2008 request, funds are being budgeted for the full year in FY 2009, due to a projected, longer implementation of PBUSE. PBUSE is an automated logistics and integrated system (ALIS), the Property Book Unit Supply Enhanced (PBUSE) is the Army?s web-based, state-of-the-art, Combat Service Support (CSS) property accountability system. PBUSE offers a control system for data access-by-permission in both garrison and tactical environments that is fully compliant with requirements outlined in the Federal Financial Management Improvement Act (FFMIA) and required by the Chief Financial Officer (CFO). PBUSE processes Sensitive But Unclassified (SBU) information in the System High mode. PBUSE has received full DoD Information Technology Security Certification and Accreditation Process (DITSCAP) accreditation from the Designated Approval Authority.

#### **Section C: Acquisition/Contract Strategy (All Capital Assets)**

(1) Complete the table for all contracts and/or task orders in place or planned for this investment:

Contract or Task Order Number: GS-35F-549 Has the Contract Being Awarded: yes	Type of Contract/TO Used: W912HQ-06-F-0001
Contract Actual/Planned Award Date: 10/1/2	2005
Contract/TO Start Date: 10/1/2005	Contract/TO End Date: 9/30/2007
Contract/TO Total Value (\$M): Performance Based Contract: no	Inter Agency Acquisition: no
Competitively Awarded Contract: yes	
Alternative Financing: NA	EVM Required: no
Security Privacy Clause: no	
Contracting Officer (CO) Contact Information	on:
CO Name:	
CO Contact Information (Phone/Email): CO Certification Level (Level 1, 2, 3, N/A):	3

If N/A has the agency determined the CO assigned has this acquisition? (Y/N) yes	as the competencies and skills necessary to support
(2) If earned value is not required or will not be a contract task orders above, explain why:  The contract is for system support of a Steady State system Corporate Information under its proposed A-76 MEO plan, on the into account when issuing a new contract by Corporate Info	n. All IM/IT future contracts will be the responsibility of once this contract expires. EV will be viewed and taken
(3) Do the contracts ensure Section 508 compliance? y	es
Section 508 Compliance Explanation:	
Yes, section 508 compliance is included in the contracts.	
(4) Is there an acquisition plan which has been approve yes  (a) If "vee", what is the data? 8/31/1999	ed in accordance with agency requirements?
<ul><li>(a) If "yes", what is the date? 8/31/1999</li><li>(b) If "no," will an acquisition plan be developed?</li><li>[1] If "no," briefly explain why: N/A</li></ul>	no

## **Section D: Performance Information (All Capital Assets)**

In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate

of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.

Agencies must use Table 1 below for reporting performance goals and measures for all non-IT investments and for existing IT investments that were initiated prior to FY 2005. The table can be extended to include measures for years beyond FY 2006.

Table 1

Fiscal Year	Strategic Goal(s) Supported	Performance Measure	Actual/ Baseline (from previous year)	Planned Performance Metric (Target)	Performance Metric Results (Actual)
2006	Budgeting and Financial Performance	98% of personal property at each District, Division, Center, Lab and Field Operating Activity (FOA) accounted for in APPMS.	Provide 98% visibility of property to users so they have accurate, reliable information for providing technical and professional support	98% if assets accounted for in APPMS	98% of assets are accounted for in APPMS as of end of 2 QTR 2006
2006	Become a more efficient and effective organization through technology		Increase percentage of asset management staff who use APPMS for day-to-day operations activities to 100% and maintain this level 100% percentage of staff utilizing APPMS in day-to-day operations activities		100% of asset management staff utilize APPMS for day-to-day operations, as of end of 2 QTR 2006
2007	Budgeting and Financial Performance 98% of personal property at each District Division, Center, Lab and Field Operatinn Activity (FOA) accounted for in APPMS		Provide 98% visibility of property to users so they have accurate, reliable information for providing technical and professional support 98% if assets accounted for in APPMS		Project 98% of assets are accounted for in APPMS as of end of 2007
2007	Become a more efficient and effective organization through technology	100% of asset mngt staff utilize system for asset tracking	Increase percentage of asset management staff who use APPMS for day-to-day operations activities to 100% and maintain this level	100% percentage of staff utilizing APPMS in day- to-day operations activities	Project 100% of asset management staff utilize APPMS for day-to-day operations, as of end of 2007
2008	Budgeting and Financial Performance	98% of personal property at each District, Division, Center, Lab and Field Operating Activity (FOA) accounted for in APPMS.	Provide 98% visibility of property to users so they have accurate, reliable information for providing technical and professional support	98% if assets accounted for in APPMS	Projected 98% of assets are accounted for in APPMS as of end of 2008

	Become a more efficient and effective organization through technology	for asset tracking	asset management	to-day operations	Project 100% of asset management staff utilize APPMS for day-to-day operations, as of end of 2008
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All new IT investments initiated for FY 2005 and beyond must use Table 2 and are required to use the Federal Enterprise Architecture (FEA) Performance Reference Model (PRM). Please use Table 2 and the PRM to identify the performance information pertaining to this major IT investment. Map all Measurement Indicators to the corresponding "Measurement Area" and "Measurement Grouping" identified in the PRM. There should be at least one Measurement Indicator for at least four different Measurement Areas (for each fiscal year). The PRM is available at <a href="https://www.egov.gov">www.egov.gov</a>.

#### Table 2

Fiscal	Measurement Area IT	Measurement Grouping IT	Measurement Indicator	Baseline	Planned	Actual Results
Year					Improvement to	
					the Baseline	

### **Section E: Security and Privacy (IT Capital Assets Only)**

In order to successfully address this area of the business case, each question below must be answered at the system/application level, not at a program or agency level. Systems supporting this investment on the planning and operational systems security tables should match the systems on the privacy table below. Systems on the Operational Security Table must be included on your agency FISMA system inventory and should be easily referenced in the inventory (i.e., should use the same name or identifier).

All systems supporting and/or part of this investment should be included in the tables below, inclusive of both agency owned systems and contractor systems. For IT investments under development, security and privacy planning must proceed in parallel with the development of the system/s to ensure IT security and privacy requirements and costs are identified and incorporated into the overall lifecycle of the system/s.

Please respond to the questions below and verify the system owner took the following actions:

- (1) Have the IT security costs for the system(s) been identified and integrated into the overall costs of the investment: yes
  - (a) If "yes," provide the "Percentage IT Security" for the budget year: —

	Name Of System		Agency Or	Contractor Oper	rated Planned Ope	rational Plan	ned or Actual
				System?	Date		Completion Date
(4) Operational	Systems - Security:						
Name Of System	Agency Or Contractor Operated system	NIST FIPS 199 Risk Impact Level (High, Moderate, Low)	Has the C&A been completed using NIST 800- 37?	Date C&A Complete	What standards we used for the Security Controls tests?	Date Completed Security Control Testing	Date Contigency Plan Tested
APPMS	Contractor and Govern	Low	yes	12/14/05	Other	12/15/06	12/14/06
IG? Select	ave those weakness			·	• •		C
IG? Select (a) If "yes," h process?	ave those weakness	ses been ind	corporat	ed into the	agency's plan	of action ar	nd mileston

the contractor systems above?

Contractor security procedures are included in independent FISCAM audits by GAO. In addition, the USACE HQ provides assistance with contract language for generic and specific security requirements. The USACE Operations Order 99-001, dated 1 April 1999, required a review of all IT contracts to ensure background investigation requirements are appropriate and conducted in accordance with Army Regulation 380-67, paragraph 3-608. The APPMS contract followed the language in both USACE Operations Order 99-001 and AR 380-67. A favorable national security agency check must have been completed by the Contractor prior to an employee being assigned tasks. These security requirements are outlined in AR 380-19 and AR 380-67. The contractor must provide remote and on-site management and support services. Help desk will be established to assist users with software and training needs. Sufficient training will be provided to users when new software or hardware is installed. All contractor personnel who want access to data, etc must submit a request for an access account (user-id, Oracle password, UNIX password) to the local access account administrator. After approval and issuance of the user-id and passwords, the information is forwarded to the Information Assurance Security Officer for development access approval. All personnel requesting developmental access must have passed or exceeded the background investigation required for their position (IT II = Secret; IT III = Top Secret) before being granted development access approval.

#### (8) Planning and Operational Systems - Privacy:

(a) Name Of System	` '	(c) Is there a PIA that covers this system?	•	` /	(f) Was a new or amended SORN published in FY06?
APPMS	no	1. Yes.	1. Yes.	no	5. No, because the system is

#### (c) Is there a Privacy Impact Assessment (PIA) that covers this system?

- 1. Yes.
- 2. No.
- 3. No, because the system does not contain, process, or transmit personal identifying information.
- 4. No, because even though it has personal identifying information, the system contains information solely about federal employees and agency contractors.

#### (d) Is the PIA available to the public?

- 1. Yes.
- 2. No, because a PIA is not yet required to be completed at this time.

3. No, because the PIA has not been prepared. (f) Was a new or amended SORN published in FY2006? 1. Yes, because this is a newly established Privacy Act system of records. 2. Yes, because the existing Privacy Act system of records was substantially revised in FY 06. 3. No, because the existing Privacy Act system of records was not substantially revised in FY 06. 4. No; the system is operational, but the SORN has not yet been published. 5. No, because the system is not a Privacy Act system of records. Section F: Enterprise Architecture (EA) (IT Capital Assets Only) In order to successfully address this area of the business case and capital asset plan you must ensure the investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA. (1) Is this investment included in your agency's target enterprise architecture? yes (a) If "no," please explain why? (2) Is this investment included in the agency's EA Transition Strategy? yes a. If "yes," provide the Automated Personal Property Management System (APPMS) investment name as identified in the Transition Strategy provided in the agency's most recent annual EA Assessment. b. If "no," please explain

why?

(3) Identify the service components funded by this major IT investment (e.g., knowledge management, content management, customer relationship management, etc.). Provide this information in the format of the following table. For detailed guidance regarding components, please refer to <a href="http://www.whitehouse.gov/omb/egov/">http://www.whitehouse.gov/omb/egov/</a>.

Agency Component	Component	FEASRM Service Type	FEA SRM Component (a)	FEA Service C	omponent Reused (b)	Internal External Reuse (c)	Funding Percentage (d)
Name	Description			Reused Service Component Name	Reused Service Component UPI		
Business Mngt Services	Support the supply of goods or services as well as the tracking and analysis of costs for these goods	Supply Chair	Sourcing Management	Call Center Manage	202-00-01-02-01-1011	No Reuse	25
Business Mngt Services	Provide for the balancing of customer service levels with inventory management	Supply Chair	Inventory management	Call Center Manage	202-00-01-02-01-1011	No Reuse	25
Back OfficeServices	Support the identification, planning and allocation of an organization's physical capital and resources.	Asset / Mater	Property / Asset Management	Call Center Manage	202-00-01-02-01-1011	No Reuse	25
Back OfficeServices	Support the movement, assignment, and replacement of assets	Asset / Mater	Asset Transfer, Allocation, and Maintenance	Call Center Manage	202-00-01-02-01-1011	No Reuse	25

- a. Use existing SRM Components or identify as "NEW". A "NEW" component is one not already identified as a service component in the FEA SRM.
- b. A reused component is one being funded by another investment, but being used by this investment. Rather than answer yes or no, identify the reused service component funded by the other investment and identify the other investment using the Unique Project Identifier (UPI) code from the OMB Ex 300 or Ex 53 submission.

- c. 'Internal' reuse is within an agency. For example, one agency within a department is reusing a service component provided by another agency within the same department. 'External' reuse is one agency within a department reusing a service component provided by another agency in another department. A good example of this is an E-Gov initiative service being reused by multiple organizations across the federal government.
- d. Please provide the percentage of the BY requested funding amount used for each service component listed in the table. If external, provide the funding level transferred to another agency to pay for the service.
- 4. To demonstrate how this major IT investment aligns with the FEA Technical Reference Model (TRM), please list the Service Areas, Categories, Standards, and Service Specifications supporting this IT investment.

FEA SRM Component (a)	FEA TRM Service Area	FEA TRM Service Category	FEA TRM Service Standard	FEAService Specification (b)
Sourcing Management	Component Framework	Data Interchange	Data Exchange	Concerned with the sending of data over a communications network and the definition of data communicated from one application to another. Data Exchange provides the communications common denominator between disparate systems.
Inventory management	Service Platform and Inf	Database / Storage	Database	Collection of information organized in such a way that a computer program can quickly select desired pieces of data. A database management system (DBMS) is a software application providing mngt, adm, performance, and analysis tools for databases.
Property / Asset Manager	Service Platform and Inf	Database / Storage	Database	Collection of information organized in such a way that a computer program can quickly select desired pieces of data. A database management system (DBMS) is a software application providing mngt, adm, performance, and analysis tools for databases.

	Service Platform and Inf	Database / Storage	Database	e c c r	Collection of inform organized in such a a computer progra quickly select desir of data. A database management syste s a software applic providing mngt, ad performance, and a ools for databases	a way that m can red pieces e em (DBMS) cation lm, analysis	
- C		41			1.1 1	Di	
<ul> <li>a. Service Compor enter multiple row</li> </ul>							
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b. In the Service S standard or vendor							
numbers, as appropriate		to the PLA TRIVIS	oci vice stallui	aru, menuum	ig illouct of v	VEISIOII	
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5. Will the application., FirstGov, Pay	Gov, etc)? no	ting components ar	nd/or applicat	cions across	the Governm	nent	
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# PART III: For "Operation and Maintenance" Investments ONLY (Steady State)

Part III should be completed *only* for investments which will be in "Operation and Maintenance" (Steady State) in response to Question 6 in Part I, Section A above.

#### **Section A: Risk Management (All Capital Assets)**

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

Answer the following questions to describe how you are managing investment risks.

1. Does the investment have a Risk Manage	ment Plan? yes
a. If "yes," what is the date of the plan?	9/15/2005
b. Has the Risk Management Plan been si OMB?	ignificantly changed since last year's submission to
no	
c. If "yes," describe any significant chang	ges:
2. If there currently is no plan, will a plan be	e developed? no
a. If "yes," what is the planned completion b. If "no," what is the strategy for managing N/A	

## **Section B: Cost and Schedule Performance (All Capital Assets)**

Answer the following questions about how	you are currently m	anaging this investment.
1. Was an operational analysis conducted?	no	

a. If "yes," provide the date the analysis was completed.

b. If "yes," what were the results? (Max 2500 Characters)

c. If "no," please explain why it was not conducted and if there are any plans to conduct an operational analysis in the future? (Max 2500 Characters)

There are no plans to conduct an operational analysis of APPMS, since the Corps is currently in talks with HQDA to implement its standard property accountability system.

- 2. Complete the following table to compare actual cost performance against the planned cost performance baseline. Milestones reported may include specific individual scheduled preventative and predictable corrective maintenance activities, or may be the total of planned annual operation and maintenance efforts). Indicate if the information provided includes government and contractor costs:
- a. What costs are included in the reported Cost/Schedule Performance information (Government Only/Contractor Only/Both)?

Contractor and Government

Description of Milestone (Max 50 Characters)	Planned	l	Actual	I	Baseline Schedule	Baseline Cost
	Completion Date	Total Cost (\$M)	Completion Date	Total Costs (\$M)	Variance (#Days)	Variance (\$M)
O&M	9/30/2005	\$0.443	9/30/2005	\$0.443	0	\$0.000
O&M	9/30/2006	\$0.443	8/13/2006	\$0.408	0	\$0.000
O&M	9/30/2007	\$0.443		\$0.000	0	\$0.000
O&M	9/30/2008	\$0.443		\$0.000	0	\$0.000
O&M	9/30/2009				0	

**Total Planned Costs:** \$1.772 **Total Actual Costs:** \$0.851